**BOARD MINUTES**

**Buckeye On-Line School for Success**

**119 East Fifth Street**

**East Liverpool, Ohio 43920**

**Thursday June 16, 2022**

Board President Josh Martin called the meeting to order at 11:30 a.m.

Roll call by Amy DeFilippo:

Josh Martin, Rob O’Hara, Joe Shemasek, Dr. Susan Rossi.

Brett Green is enroute.

**BOSS Staff:**

Don Thompson, Lucas Cooper, Frank Leppar, Amy DeFilippo, Angela McGraw, Frank Mader, Jeannette Bailey, Madeline Baker, Lori Conley.

**Guests:**

DeAnna Hardwick, ESCLEW Regional Technical Assistance Educator, David Bickerton and Linda Henderson.

**Pledge of Allegiance**

**Adopt the Agenda:**

A motion was made by Joe Shemasek and seconded by Rob O’Hara to approve the June 16, 2022 agenda as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi.

**Public Input:**

There were no public comments. Board President Josh Martin welcomed our two guests, David Bickerton and Linda Henderson and thanked them for coming.

**Approval of Minutes:**

A motion was made by Sue Rossi and seconded by Rob O’Hara to approve the May 19, 2022 minutes as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi.

**Committee Report:**

Finance/Personnel: Chairman Joe Shemasek reported that the committee met today and turned it over to Lucas Cooper to discuss the financials.

Brett Green arrived at 11:32 a.m.

**Treasurer’s Report-Lucas Cooper:**

Lucas Cooper provided the Treasurer’s Report for May 2022. FTEs were 589 for a revenue of $466,024. The cash balance was $2,100,690 for 166 days cash. This is 11 more than last month. Payables were $45,395 resulting in an unencumbered cash balance of $2,055,295. Budget and cash flow variances were discussed. May expenses were $7,000 less than April. Salaries and Benefits remained the same. Purchased services decreased by $9,000. This was a decrease in our student support services from Aaris Therapy. Supplies and materials increased by 3,000. This was due to graduation expenses. Miscellaneous expenses were $1,000 higher due to the Don Lowe scholarships. Year-to-date revenues exceed expenses by $594,517. Supplies and materials were over budget with all other expenditures being under budget. Enrollment was under budget and revenue is over budget. A motion was made by Joe Shemasek and seconded by Rob O’Hara to approve the Treasurer’s Report as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**Committee Report:**

Curriculum/Policy: Chairman Rob O’Hara reported that the committee met today to review the following annual policies. There were no updates, just an annual review.

**Annual Review of Board Policies-Don Thompson:**

The Director recommended board approval of the following annual policies:

114 Ethics and Conflicts Policy

204.14 Career Advising and Student Success Plans

Appendix 227-A Special Education Model Policies and Procedures

A motion was made by Rob O’Hara and seconded by Sue Rossi to approve the Annual Review of Board Policies as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**ESCLEW Monthly Update-DeAnna Hardwick:**

Presented by: DeAnna N. Hardwick, Regional Technical Assistance Educator (In Person)

Governing Authority Highlights / Important updates from ESCLEW

Monthly Governing Authority Update – June 2022

Zoom Out – Virtual Meetings Expire July 1st

On February 9, 2022, the General Assembly re-instituted a limited-time exception (Sub.

H.B. 51, 134th General Assembly), which again temporarily permitted public bodies to

meet virtually. This exception is temporary; it will expire July 1, 2022. Upon expiration,

board members must be present in person to be counted as part of a quorum and to

deliberate, discuss or vote on any issue considered at the meeting. The ESC of Lake Erie

West will continue to update you on any other legislative changes.

School’s Out for Summer!

As the 2021-2022 school year comes to a close, planning for next school year is shifting into

high gear. Please spend time as a governing authority reflecting on this past year’s

governing authority goal (Contract Attachment 11.6), and discussing possibilities for next

school year’s goal.

Keep an eye out for information on a professional development opportunity to network

with other community school board members in a book club forum facilitated by the ESC

of Lake Erie West. This opportunity will be provided at no cost to ESCLEW sponsored

community school board members, and participation will count towards professional

development goals.

Recent Site Visit Highlights

The following areas will be concluded June 2022:

~11.6 wrap up for 21-22

Annual School Evaluations

Financial Update

The following areas for April 2022 were reviewed by Linda Moye, ESCLEW Financial Consultant, with Lucas Cooper on May 17, 2022:

 Financial Summary Report (cash-basis schools)

 Year-to-Date Actual vs. Budget (Forecast) Report

 Invoices More than 60 Days Past Due (Aging)

 FTE Enrollment

 Transaction Detail Report (FINDET)

 Five Year Forecast/Update

Results: No red flags nor concerns

2021 – 2022 Governing Authority Goal (Attachment 11.6)

Goal

1) The board will create 5 recorded messages to the student body throughout the year on

various topics and issues to promote student participation and lifelong learning.

2) Each board member will read and record a children's book for students as a part of Read AcrossAmerica Week and promote a love of reading.

Evidence

1) All board members have recorded their messages

2) All board members participated in Read Across America and recorded their books

Progress (Goal 1) No Progress ☐ Making Progress ☐ Met Goal ☒ N/A ☐

Progress No Progress ☐ Making Progress ☐ Met Goal ☒ N/A ☐

Other Items Discussed:

Any questions asked by the Governing Authority for the Sponsor?

Follow up provided:

**Out of Town Events-Don Thompson:**

* None

**Certificated Personnel-Don Thompson:**

The Director recommended board approval of the following Certificated Personnel:

Specialists:

Paid @ $5,000 each for the 2022-2023 school year:

* Amy Pryor, Reading Specialist K-3
* Jayma Allen, Reading Specialist 4-8
* Lisa Donald, Math Specialist 4-8
* Karen Jones, Instructional Design Specialist
* Karla Dillon, Special Education Lead Intervention Specialist

Resignations:

* Michelle Kerr, 6th Grade Math Teacher, Resignation effective June 1, 2022
* Moleigh Pizzoferrato, 1st Grade Teacher, Resignation effective June 1, 2022

A motion was made by Joe Shemasek and seconded by Brett Green to approve the Certificated Personnel as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**Non-Certificated Personnel-Don Thompson:**

The Director recommended board approval of the following Non-Certificated Personnel:

Additional Days:

* Support Staff additional days @ $125.00 per diem pay rate

A motion was made by Rob O’Hara and seconded by Brett Green to approve the Non-Certificated Personnel as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**BOSS Employee Contracts for 2022-2023-Don Thompson:**

The Director recommended board approval of the following BOSS Employee Contracts for 2022-2023:

* Teachers: 48
* Administration: 5
* Administrative Support: 7
* Support: 7

A motion was made by Sue Rossi and seconded by Rob O’Hara to approve the BOSS Employee Contracts for 2022-2023 as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**Health Insurance Waiver-Don Thompson:**

The Director recommended board approval of the monthly Employee Health Insurance Waiver payments for the 2022-2023 school year, in the amount of $300.00 per month to waive medical, dental and vision, or $150.00 per month to waive medical only. A motion was made by Rob O’Hara and seconded by Joe Shemasek to approve the Health Insurance Waiver for the 2022-2023 school year as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**Aaris Therapy Group-Don Thompson:**

The Director recommended board approval of the Contractual Agreement between BOSS and Aaris Therapy Group for the 2022-2023 school year. A motion was made by Rob O’Hara and seconded by Joe Shemasek to approve the Contractual Agreement between BOSS and Aaris Therapy Group for the 2022-2023 school year as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**Approval of the Donald Lowe/J. William Montgomery General Scholarship Recipients-Don Thompson:**

The Director recommended board approval of the following 2022 General Scholarship Recipients:

* Connor McMains-$500
* Immanuel Kozjak-$500

A motion was made by Rob O’Hara and seconded by Brett Green to approve the 2022 Donald Lowe/J. William Montgomery General Scholarship Recipients as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**Title I Tutors for 2022-2023 School Year-Don Thompson:**

The Director recommended board approval of the following Title I Tutors for the 2022-2023 school year:

* William Miller
* Joyce Jackson

A motion was made by Sue Rossi and seconded by Joe Shemasek to approve the Title I Tutors for the 2022-2023 School Year as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**School Emergency Operations Plan-Don Thompson/Frank Mader:**

The Director recommended board approval of the School Emergency Operations Plan which is required by Ohio Homeland Security and is effective for (3) years, 2022-2025 and was revised on 4/7/2022. A motion was made by Joe Shemasek and seconded by Rob O’Hara to approve the School Emergency Operations Plan as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**2022-2023 OME-RESA Internet Access Quotation & 2022-2023 Member Services Agreement-Don Thompson:**

The Director recommended board approval of the 2022-2023 Internet Access Quotation & 2022-2023 Member Services Agreement with OME-RESA, effective July 1, 2022. A motion was made by Rob O’Hara and seconded by Sue Rossi to approve the 2022-2023 Agreement with OME-RESA as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**Tuition Reimbursement for BOSS Employee-Don Thompson:**

The Director recommended board approval of the Tuition Reimbursement for BOSS Employee Sarah Tesone, retroactive pay from last year (2021-2022), in the amount of $2,140. This will be paid with General Funds. A motion was made by Rob O’Hara and seconded by Brett Green to approve the Tuition Reimbursement for BOSS Employee Sarah Tesone as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**(2) New BOSS Governing Authority Members-Don Thompson:**

The Director recommends board approval of the following (2) New BOSS Governing Authority Members, effective July 1, 2022:

* David Bickerton
* Linda Henderson

A motion was made by Sue Rossi and seconded by Rob O’Hara to approve the (2) New BOSS Governing Authority Members as presented. The motion was approved by Martin, O’Hara, Shemasek, Rossi, Green.

**Administrative Update/Good of BOSS-Don Thompson:**

K-5/PBIS Update-Madeline Baker:

K-5: Year ended well. Our 1st grade teacher whose baby was due on May 30 was able to complete the year and welcomed a healthy baby girl not too long ago.  The percentage of 3rd graders who tested proficient continues to improve each year.  (from 14% to 28% to 34%).  We are not where we want to be yet, but we are heading in the right direction. We made some adjustments in our literacy curriculum this past year and will continue supplementing our Wilson Fundations Phonics program with Heggerty Phonemic Awareness next year.  The percentage of students who tested proficient in Math also increased:  in 3rd grade it almost doubled (from 18% - 32%) and in 4th grade it increased by 23% = from 34% to 57% proficient. This year we created a K-5 Hall of Fame which allowed students to earn virtual badges for certain foundational skills in both reading and math.  We are encouraged by the level of participation with this pilot year and we anticipate that next year we will see even more of our students motivated and rewarded for mastering benchmark skills. We expect that will transfer over to higher proficiency rates on the state tests.

PBIS: This past year our PBIS framework really solidified and was embraced by the vast majority of our staff.  We applied for Bronze recognition from our SSTR5 and a little birdie told me that we will be awarded Bronze PBIS recognition!  We have greatly improved our communication with parents and have an awesome list of suggestions from them on how they visualize being more active in our school and their children's education.  We anticipate implementing many of those ideas in this coming year.

School Year Update-Frank Mader:

Frank reported that grades 6-12 have had the most dynamic year. We are getting a focus on the Specialists and working on engagement. Cameras will be required for all students and we are working on communicating with families through ParentSquare. We are excited about using Final Forms to streamline and modernize our enrollment process.

Student Services Update-Jeannette Bailey:

Jeannette reported that the graduation ceremony was gorgeous. It was held at the Eastwood Event Center this year. We have a couple of students that will be coming in next week for testing, then we can officially say that we are done with the 2021-2022 school year.

Special Education Update-Angela McGraw:

Angela reported that the Specialists have been amazing. In her 16 years at BOSS, she said that this year the support and teamwork have made such a difference. We’ve been using Aaris Therapy Group after losing Jim Zimmerman and we have been working with four different school psychologists. We received news from Tiffany at Aaris that they’ve hired one school psychologist to work exclusively with us and we are very excited.

Tech Update-Frank Leppar:

Frank reported that everything expires July 1st so we have been beating people up on pricing. We have things squared away. Our phone system is with Mitel and they are pushing everyone to Ring Central and waiving the fee to get out of the contract. We use Erate through OME-RESA. Things can’t start until July 1st but we are updating the wireless in the building. We should continue to stream videos of our board meetings for those families who are out of town, and we will have a Zoom link for anyone who wants to attend. We’ve applied for an Emergency Connectivity Fund which is for students who do not have access to internet. Still no update on that yet.

Treasurer Update-Lucas Cooper:

Lucas reported that he will be resigning as Treasurer and took a moment to thank everyone. It’s been a pleasure working here.

Good of BOSS-Don Thompson:

The Director reported that he can’t say thank you enough to the admin group. They have gone above and beyond.

**Items from the Board:**

Board President Josh Martin told the board members to stick around after the July board meeting for a bit. The Director will get information out to everyone. Also, it is with regret that I am announcing that this will be Sue Rossi’s last board meeting and would like to thank her on behalf of the board as well as present her with a plaque for her years of service to BOSS. Sue said that it’s not us, it’s her. Work is taking her up north more and more, but she knows we are in great hands.

**Adjournment:**

The board meeting was adjourned at 12:11 p.m.

The next regular board meeting will be Thursday July 21, 2022 at 11:30 a.m., at 119 East Fifth Street, East Liverpool, Ohio 43920.

Respectfully Submitted,

Amy DeFilippo

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**Signature of Board President**